

February 28, 2019 at Dwight Foster Public Library

Meeting was called to order by President Ager at 5:02pm.

Board Members Present: Linda Ager, Art Biermeier, Diana Shull, Dwayne Morris, Mark Elworthy

Library Directors Present: Joan Behm, Cambridge; Erik Braun, Palmyra; Eric Robinson, Fort Atkinson; Melissa Andersen, Jefferson; Kelli Mountford, Waterloo; Stacey Lunsford, Whitewater; Gerard Saylor, Lake Mills

Other Guests: None

**Minutes:** Approval of minutes from November 28, 2018 motioned by Art Beirmeier, seconded by Diana Shull. Motion passed.

**Public comments:** no public comments or correspondence.

**Administrator's report:** Eric Robinson noted all paper work is in for county money and checks have been received.

**Bridges Library system representative report** - Linda Ager

New information about the system is in the following report by the system director.

**Library System Directors Report** - Linda Ager

Linda is President of Bridges Library Board and Art has been voted VP. State annual report should be all in by tomorrow-the deadline. Thanks to all who worked so hard on them! Office manager is out on medical leave but healing is going well and we are starting to discuss her working from home. We had a record number of registrations for Legislative Day but the weather did not cooperate. We are considering putting together a carpool to do visits this Spring. We are currently actively searching for a tech support person. We have 2 new people to review.

**New Business:**

Selection of 2019 County Resource Library- Fort Atkinson would like to continue. Motion to approve Fort Atkinson as the County Resource Library was by Art Biermeier and seconded by Dwayne Morris. Motion carried.

***Election of Officers for 2019:***

President: Art Biermeier nominated Linda Ager and she accepted.

Vice President: Dwayne Morris nominated Art Biermeier who was willing to serve again.

Secretary: Motion to table this position nomination until the July 2019 meeting when two new members will be on the board.

***Consideration of 2018 Jefferson County Library Service Annual Report:***

The prepared annual report that is prepared for the Department of Instruction was reviewed and discussed. There were no requests to change any of the prepared information. A motion to approve and

submit the report to DPI was made by Dwayne Morris and seconded by Art Biermeier. The motion passed and carried.

***Discussion of capital/technology needs in the future for potential funding:***

A brief conversation about potential services or infrastructure that could possibly be funded by the county took place. The following were a handful of services/infrastructure that most libraries felt could help them if funding was made available: Self-checkout machines, wifi-hotspots, computers.

**Library reports:**

Palmyra: The library experienced 7 closures because of the weather in the last two months. They will be hosting an art show, an author discussion, and honors flight presentation.

Cambridge: An examination of the library closure policy is being reviewed. At this moment the library follows their school district's closures. New programming is being designed for the summer and fall. The library board is starting working on the strategic plan. the library is starting to see a decline in physical circulation.

Jefferson: Working on annual budget. Physical circulation is down a bit. Winter reading programs for both adults and children have gone well. A focus on youth programming and a family reading night for ESL/ELL members on the community have gone well.

Whitewater: Final draft of a new strategic plan is set to go. The RFP process for design work of a new library is underway. Field trips to the possible developer's prior library designs are going to happen in the near future. A fun program for puppies and pies will be happening soon.

Waterloo: The library has experienced more closures this winter than usual. The possible impact on lowering circulation from closing Wednesdays and Saturdays has been very minimal. The library will be hosting outreach events for ESL community in town to help raise awareness of the library and its services. Library anniversary is also coming up soon.

Fort Atkinson: LED retrofitting of the library is almost complete. The library expects to see ~\$1000 in electrical savings per month as a result of this work.

Lake Mills: Spoke about attendance at state legislation day. The library recently received a \$50,000 donation. At this time, a discussion is still taking place on what to purchase to make use of these funds.

**Next meeting:** Will be in July, Eric will send out poll.

**Adjournment:** Motion to adjourn by Art Biermeier and seconded by Diana Shull. Motion passed. Meeting adjourned at 6:45pm.